



## CAPITAL IMPROVEMENT PROGRAM COMMITTEE

Gallatin County, Montana

May 16, 2007

County Commissioners  
311 W. Main, Room 306  
Bozeman, MT 59715

RE: FY 2008 CIP Recommendations

Dear Sirs,

The Capital Improvement Program Committee submits this letter as a summary of our activities in the past 12 months and a recommendation of short-term and near-term goals.

Last year, the CIP Committee had the following recommendations:

**Priority #1 – Permanent relocation of 911 Emergency Communications Center.**  
**Priority #2 – FY '07 projects:** Roof repair, drainage improvements to parking lot and fixing storage area air circulation and leaks at the Courthouse; Detention Center roof repairs, replacement of HVAC control system, and replacement of ventilation grills to enhance safety; sidewalk along Tamarack Street; and electrical work at the Fairgrounds.  
**Priority #3 – Complete projects currently underway:** Code review of Judge Guenther Memorial Building; fund construction of Road & Bridge Complex; hire an architect for Martel Building to begin planning 2008 remodel.  
**Long term projects:** The estimated cost of requested projects exceeds \$73 million. More than 90% of that total is related to construction of a new Law & Justice Center, sheriff/police center, Detention Center and 911 Center. The CIP Committee recommends a site plan be developed for the L&J property. The Committee very strongly recommends that options for a future detention center include consideration of areas other than the current site – Carter, Goble, Lee recommends a land area twice the size of the current L&J site; re-emphasize the importance of a new detention center; Fairgrounds plans; examine storage options; 27 miscellaneous projects

We are pleased to report that many of these projects in our first two priorities have been achieved or are in the process of being completed. In Priority #3 we continue to work with county staff to find solutions, and long-term projects obviously require patience and a lot of planning.

Following are some significant activities by the CIP Committee in past year:

1. Toured Fairgrounds, Law & Justice Center and Judge Guenther Memorial Building.
2. Developed application, presented to elected officials and department heads. Made notes from applications and will improve in 2008
3. Conducted Facility Conditioning Index on Detention Center, Law & Justice Center, and the Rest Home.
4. Held several meetings with members of 911 Administrative Board, Impact Fee Advisory Committee, and the Detention Center Task Force.

5. Supported 911 mill levy, asked commission to place on ballot for public vote.
6. Worked with DCTF to thoroughly analyze possible sites for future detention center.
7. Extensive work on a 5-Year CIP Master Plan.
8. Met with the County Commissioners to discuss capital priorities.

For the upcoming county fiscal year, the CIP Committee asked for, and conducted, a thorough review of projects by department. Each project was reviewed and assigned a grade. A sliding scale allowed for extra points for areas deemed more important by the Committee (ex. safety had a possible 9 points while community benefit could garner only 3). The grading is based on 6 criteria:

1. Annual recurring costs
2. community benefit
3. improvement of environment
4. implication of deferment
5. commission goals
6. safety

The matrix of scoring is an appendix to this transmittal letter. One of the most surprising aspects of this year's recommendation may be in our top four recommendations. The Committee not only reviewed requests, but projects that are currently underway. The 911 dispatch center continues as our top priority, and we encourage every effort be made by the Commissioners to have this vital project completed. Likewise, the Road & Bridge complex rates high as a project, due to its incomplete status. Two new projects, which did not have thorough financial review, rated very high due to their apparent health and safety concerns – the morgue facility and air quality issues in the Law & Justice Center.

With our submittal of this prioritized capital project list, we also bring forward discussion points for the commissioners to consider:

- **The concept of coordination.** The CIP Committee is concerned that much of the development activities underway greatly influence where and when the capital projects need to occur. We strongly suggest a process with the Planning Department or Planning Board that includes the CIP committee. A meeting on April 27 with select individuals was a good start.
- **Professional services.** On several occasions the CIP has requested that there be due diligence done on a project. The Facilities Conditioning Index is an example of a program that the CIP Committee can use as a tool to help with needed repairs. However, the Gallatin Valley's robust economy has prohibited the county from contracting with architects and engineers for Preliminary Architectural Reports and Preliminary Engineering Reports (PAR and PER). The CIP Committee is recommending that the County Commissioners enter a contract with local architectural and engineering firms so that the required work is done in a timely manner.
- **What's not in our report.** While we have been working on these recommendations, we have recently acknowledged that there are other major issues ahead – roads, water and sewer districts, parks and open space plans. We will continue to work on our efforts to include these projects, and ask that the departments mentioned do likewise.

Finally, we come to you with the real dilemma that the CIP Committee, the Commissioners and the taxpayers face – how much money do we continue to put into repairs before a new detention center and court/police complex are built and occupied? The needs far outweigh the public's ability and legal limit to repay. The band-aid approach is becoming triage every day. We must act soon on our large projects.

Capital Improvement Program Committee Members

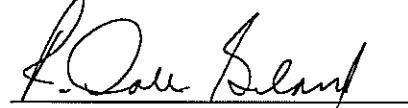


David Smith, Chair

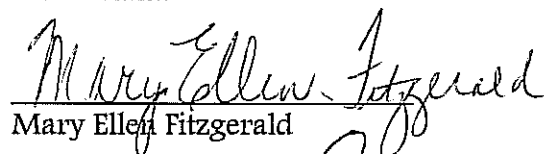


Bob Julian, Vice Chair

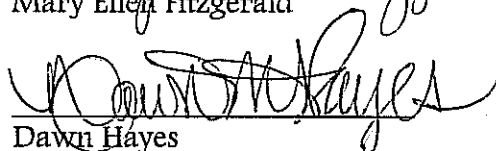
Conrad Anker



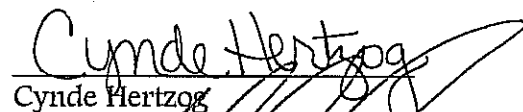
Dale Beland



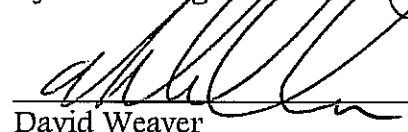
Mary Ellen Fitzgerald



Dawn Hayes



Cynde Hertzog



David Weaver